



REPUBLIC OF NAMIBIA

HARDAP REGIONAL COUNCIL

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Private Bag 2017
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Our Ref:

Your Ref:

Enquiries: P. A. Skrywer

To: All Bidders

RE: WRITTEN NOTICE OF THE MODIFICATION FOR THE BID

In terms of section 48 of the Public Procurement Act 2015, (Act 15 of 2025), the written notice of the modification for the Provision of Security Services to Education Institutions for (36) months for Hardap Regional Council, Directorate of Education, Arts and Culture is hereby forwarded to all bidders.

- a) Bid Reference number: NCS/ONB/HRC-002/2024 (Auob Circuit)
- b) Bid Reference number: NCS/ONB/HRC-003/2024 (Naukluft Circuit) and
- c) Bid Reference number: NCS/ONB/HRC-004/2024 (/Oan //Ob Circuit)

The modification refers to the allocation of marks of the technical evaluation on page 38, 39 and 40 of the above mentioned bidding documents. Please find the attached modified pages for your attention.

Mr. Petrus Axab Skrywer
Head of Procurement Management Unit (PMU)



3. Technical Evaluation		(100 points)		Max Marks	Allocated marks
3.1 Company Experience					
3.1.2 Company profile (With detailed organogram corresponding with attached CV's) and Proof of reference letters for maximum of four (4) for fully completed Security services projects rendered indicating total monetary value and name of Public Entities/SOE and contact number attached (verification will be done by Bid Evaluation Committee)					
	4 projects and above fully completed	15			
	3 projects fully completed	8		15	
	2 projects fully completed	4			
	1 project fully completed	2			
3.2 Employees experience					
3.2.1 Company Manager – Grade 12, proof of experience for Manager of security Guards, qualifications (certified), one CV and ID's attached					
	Grade 12 and above Proof of three years' experience and above in Security industry Curriculum Vitae	5		5	
	Any one: proof of security services two years' experience and below in Security industry Curriculum Vitae	3			
3.2.2 Site Manager – Grade 10, proof of experience for Manager of security Guards, qualification and one CV and ID's attached					
	Grade 10 and above: Proof of security industry two years' experience and above Curriculum Vitae	5		5	

	<p>Any one: Proof of security industry one years' experience and above Curriculum Vitae</p>	2		
<p>3.2.3 Security Guard – Grade 10, proof of experience for security Guards, maximum of three CV and ID's from the employer(s)) attached (youth and female will be advantaged)</p>	<p>Grade 10 and above: one years' experience and above (Curriculum Vitae)</p>	5		
	<p>Below Grade 10: Proof of security one years' experience and above Curriculum Vitae</p>	2	5	
3.3 Company Methodology and Management Approach				
<p>3.3.1 Code of conduct outlines how staff members should be disciplined, condition of services and staff rule attached</p>	<p>Code of discipline Condition of services Security staff rule</p>	15	15	
<p>3.3.2 Security Training Plan and monitoring/supervision schedule for the duration of this contract attached</p>	<p>Company Profile detailing staffing components</p> <ul style="list-style-type: none"> • Security Training Plan (10) • Monitoring/supervision schedule for the duration of the contract (5) 	15	15	
3.4 Logistics				
<p>3.4.1 Proof of ownership / lease agreement of a vehicle for rapid response; copies of NATIS registration documents attached</p>	<p>Proof of vehicle ownership (company owner/company owned)</p>	10	10	

3.4.2 Proof of ownership / lease agreement of the guard equipment and communication facilities on site attached. Legal requirement of communication equipment should be attached, site (verification of residential addresses will be done by the Bid Evaluation Committee (BEC)	Proof of vehicle lease agreement	5	
	<ul style="list-style-type: none"> • Owned: <ul style="list-style-type: none"> - Radios - Handcuffs - Pepper spray - Baton - Uniform 	15	
	<ul style="list-style-type: none"> • Leased: <ul style="list-style-type: none"> - Radios - Handcuffs - Pepper spray - Baton - Uniform 	10	
3.4.4 Approximately Proximity of 150 km radius within the circuit and sites proposed (verification of residential addresses will be done by the Bid Evaluation Committee (BEC)	Bidders residential address must be within 150 km radius within the circuit and sites proposed	15	
TOTAL MARKS FOR TECHNICAL EVALUATION (3.1+3.2+3.3+3.4) =		100	